



**Florida Department of Education  
Project Award Notification**

<b>1 PROJECT RECIPIENT</b> Brevard County School District	<b>2 PROJECT NUMBER</b> 050-1230F-1C001	
<b>3 PROJECT/PROGRAM TITLE</b> K-12 Civic Literacy Booklist  <p align="center"><b>TAPS 21A158</b></p>	<b>4 AUTHORITY</b> <b>84.425C CARES ACT</b> <b>USDE or Appropriate Agency</b>  FAIN#: S425C200025	
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 12/16/2020 - 06/30/2022 Program Period: 12/16/2020 - 06/30/2022	
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$110,939.76 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$110,939.76	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance	
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>• Last date for incurring expenditures and issuing purchase orders: <u>06/30/2022</u></li> <li>• Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2022</u></li> <li>• Last date for receipt of proposed budget and program amendments: <u>05/31/2022</u></li> <li>• Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>• Date(s) for program reports:</li> <li>• Federal Award Date : <u>05/28/2020</u></li> </ul>		
<b>10 DOE CONTACTS</b> <b>Program:</b> Michael DiPierro Phone: (850) 245-9773 Email: <a href="mailto:Michael.DiPierro@fldoe.org">Michael.DiPierro@fldoe.org</a> <b>Grants Management:</b> Unit A (850) 245-0496	<b>Comptroller Office</b> <b>Phone:</b> (850) 245-0401  <b>Duns#:</b> 364622886 <b>FEIN#:</b> F596000522003	
<b>11 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>• This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference.</li> <li>• For federal cash advance projects, expenditures must be recorded in the Florida Grants System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be limited to amounts needed and be timed with the actual, immediate cash requirements to carry out the purpose of the approved project.</li> <li>• All provisions not in conflict with any amendment(s) are still in full force and effect and are to be performed at the level specified in the project award notification.</li> <li>• Pre-award costs are authorized back to March 13, 2020. Expenditures must not exceed the amount approved by the Department on the Budget Narrative Form, DOE 101.</li> </ul>		
<b>12 APPROVED:</b>  <div style="display: flex; justify-content: space-between;"> <div data-bbox="155 1772 751 1881"> <p><i>Kathy Nobles</i>            _____            Authorized Official on behalf of Richard Corcoran            Commissioner of Education</p> </div> <div data-bbox="894 1772 1084 1850"> <p>2-3-21            _____            Date of Signing</p> </div> <div data-bbox="1187 1766 1495 1856">  <p>FLORIDA DEPARTMENT OF <b>EDUCATION</b> fldoe.org</p> </div> </div>		

**INSTRUCTIONS**  
**PROJECT AWARD NOTIFICATION**

- 1** Project Recipient: Agency, Institution or Non-Governmental entity to which the project is awarded.
- 2** Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- 3** Project Description: Title of program and/or project. TAPS #: Departmental tracking number.
- 4** Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5** Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6** Project Periods: The periods for which the project budget and program are in effect.
- 7** Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated into this project); and Total Project Amount (total dollars awarded for this project).
- 8** Reimbursement Options:
  - Federal Cash Advance –On-Line Reporting required monthly to record expenditures.
  - Advance Payment – Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.
  - Quarterly Advance to Public Entity – For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.
  - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9** Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10** DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11** Terms and Special Conditions: Listed items apply to this project. (Additional space provided on Page 2 of 2 if needed.)
- 12** Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

# FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION

<b>Please return to:</b>  Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0496	<b>A) Program Name:</b> <span style="float: right;">✓</span>  K-12 Civic Literacy Reading List  <b>TAPS NUMBER:</b> 21A158	<b>DOE USE ONLY</b>  Date Received  <span style="color: red; font-size: 1.2em;">12/16/2020</span>
<b>B) Name and Address of Eligible Applicant:</b> <span style="float: right;">✓</span> Brevard County School District 2700 Judge Fran Jamieson Way, Viera, FL 32940		<b>Project Number (DOE Assigned)</b>  050-1230F-1C001
<b>C) Total Funds Requested:</b>  \$110,939.76  <b>DOE USE ONLY</b>  <b>Total Approved Project:</b>  <span style="color: red; font-size: 1.2em;">\$ 110,939.76</span>	<b>D) Applicant Contact &amp; Business Information</b> <span style="float: right;">✓</span>	
	Contact Name: Rebecca Villanueva  Fiscal Contact Name: Wendy Knippel	Telephone Numbers: (321) 633-1000 Ext. 11348
	Mailing Address: 2700 Judge Fran Jamieson Way Viera, FL 32940	E-mail Addresses: villanueva.rebecca@brevardschools.org knippel.wendy@brevardschools.org
	Physical/Facility Address: 2700 Judge Fran Jamieson Way Viera, FL 32940	DUNS number: 364622886  FEIN number: F596000522003
<b>CERTIFICATION</b>		
<p>I, <u>Mark W. Mullins</u>, (Please Type Name) as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.</p> <p>Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.</p>		
<b>E)</b>  Signature of Agency Head	<u>Superintendent</u> Title	<u>12/3/2020</u> Date

A) Brevard Public Schools  
 Name of Eligible Recipient

B) **050-1230F-1C001**  
 Project Number (DOE Use Only)

<b>TAPS Number</b> 21A158
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## FLORIDA DEPARTMENT OF EDUCATION BUDGET NARRATIVE FORM

(1) Function	(2) Object	(3) Account Title & Narrative	(4) FTE Position	(5) Amount
5100	390	<b>Supplies:</b> Allocation to charter schools for approved purchases from the K-12 Civic Literacy Booklist Prioritization Chart (12 charter schools X \$1,027.00 each = \$12,324.00)		\$12,324.00
5900	510	<b>Supplies:</b> Allocation to private schools for approved purchases from the K-12 Civics Literacy Booklist Prioritization Chart		\$4,293.37
5100	510	<b>Supplies:</b> LEA allocation for approved book purchases under the K-12 Civic Literacy Booklist Program: K-12 Civic Literacy Booklist Prioritization Chart: K-6 Single School Sets (\$233.33 per set X 57 schools = \$13,299.81) K-6 Single Multiples (\$667.18 per multi-set X 57 schools = \$38,029.26) 7-8 Single School Sets (\$64.60 per set X 15 schools = \$969.00) 7-8 Multiples/Class Sets for Civics and Government (\$14.43 each X 2,000 copies = \$28,860.00 + \$6.15 each copy X 14 classes = \$86.10. Total = \$28,946.10) 9-12 Single School Sets (\$45.32 X 16 schools = \$725.12) Florida's B.E.S.T Standards: ELA K-12 Civic Reading List K-6 Single School Sets (\$82.45 per set X 57 schools = \$4,699.65) K-6 Multiples (\$126.08 per set X 57 schools = \$7,186.56) 7-8 Single School Sets (\$6.02 per set X 15 schools = \$90.30) 9-12 Single School Sets (\$23.46 per set X 16 schools = \$375.36 )		\$94,321.16
<i>*Note that per the RFA, LEAs are to specify the EXACT amount the district is receiving as the total on the DOE101.</i>			<b>C) TOTAL</b>	<b>\$110,939.76</b>





Brevard Public Schools

K-12 Civic Literacy Booklist Program Application

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Brevard Public Schools  
K-12 Civic Literacy Booklist Program Application

### Project Summary

#### *Brevard Public Schools*

Brevard Public Schools is seeking funding under the K-12 Civic Literacy Booklist Program to promote districtwide content engagement and support student acquisition of civic knowledge. By purchasing approved books on the *K-12 Civic Literacy Booklist Prioritization Chart* and distributing to all elementary, middle, and high schools, Brevard Public Schools can increase the collective capacity of our students to become contributing members of society, while aligning learning opportunities to the new B.E.S.T. Standards. Once schools have access to each book listed on the prioritization table for the grade levels served, funding shall also be used to purchase selections from the *Florida's B.E.S.T Standards: ELA K-12 Civic Reading List*, as permitted within the program. Specific items to be purchased are outlined on the table below and corresponding budget narrative. The timeline for implementation of initiatives under this program is immediately following receipt of the project award.

<b>Book Purchase List</b>	
<b>K-6</b>	<p><i>Single Sets for Each School:</i> George Washington, I Pledge Allegiance, American Flag, The Liberty Bell, Woodrow, the White House Mouse, D is for Democracy: A Citizen's Alphabet, Liberty Rising, Picture Book of Benjamin Franklin, Theodore Roosevelt, John Muir, and Our National Parks, The Very First Americans, Washington and the Marquis de Lafayette, The Story of the Statue of Liberty, Citizenship, We the People, Constitution, The Congress of the United States, Vote!, What are the Branches of Democracy?, What is a Government?, Before Columbus: The Americas of 1491, Florida, The U.S. Constitution and You, What Are the Parts of Government?, A Kid' s Guide to the Bill of Rights, Alexander Hamilton: The Outsider, Democracy, Miracle at Philadelphia: The Story of the Constitutional Convention May-September 1797, The Democratic Process, Just a Few Words, Mr. Lincoln: The Story of the Gettysburg Address, Saving the Liberty Bell, The Bald Eagle, The Flag We Love, The Star-Spangled Banner, Eleanor, The Declaration of Independence from A to Z, We the Kids: The Preamble to the Constitution of the US, Shh! We're Writing the Constitution, Government and Democracy</p> <p><i>Multiples – Additional quantities in parenthesis:</i> I Pledge Allegiance (5), D is for Democracy: A Citizen's Alphabet (5), Theodore Roosevelt, John Muir, and Our National Parks (5), We the People (6), Vote! (5), What are the Parts of Government? (25), Alexander Hamilton: The Outsider (5), We Live Here Too!: Kids Talk About Good Citizenship (5), A More Perfect Union: The Story of Our Constitution (5), Florida (25), Shh! We're Writing the Constitution (6), The Flag We Love (5), We the Kids: The Preamble to the Constitution of the US (5), Government and Democracy (5)</p>

7-8	<i>Single Sets for Each School:</i> Miracle at Philadelphia: The Story of the Constitutional Convention May-September 1787, The Democratic Process, Words We Live By: Your Annotated Guide to the Constitution, Lincoln: A Photobiography, Government and Democracy <i>Multiples/Class Sets for Civics and Government Classes - Additional quantity indicated in parenthesis:</i> Florida (14), Words We Live By: Your Annotated Guide to the Constitution (2,000)
9-12	<i>Single Sets for Each School:</i> Democracy in America, Land of Hope: An Invitation to the Great American Story, Leviathan, Out of Order: Stories from the History of the Supreme Court

### *Charter Schools*

Charter schools within Brevard County were notified of the K-12 Civic Literacy Booklist Program on December 4, 2020, including their specified allocation, program requirements, and the book list for approved program purchases. Signed assurances that charter school purchases shall be in accordance with the booklist prioritization chart have been completed and collected from charter school officials. The LEA shall retain evidence to document appropriate use of all program funds for charter schools.

### *Private schools*

Private schools within Brevard County were notified of the K-12 Civic Literacy Booklist Program on December 3, 2020, including their option to participate, specific program requirements, and the book list for approved program purchases. Signed assurances that private school purchases shall be in accordance with the booklist prioritization chart have been completed and collected from participating private school officials. The LEA shall maintain control of program funds, as required, and retain evidence to document appropriate use of all program funds for participating private schools.

### **Fiscal Controls**

The LEA will provide programmatic and fiscal oversight to ensure all program expenditures meet program guidelines. Brevard Public Schools has the fiscal capacity and proven fiscal management required to effectively administer the K-12 Civic Literacy Booklist Program. The Department of Elementary Leading and Learning, Secondary Leading and Learning, and Financial Services will consult for program and budget adherence to all required and/or regulatory guidelines. Each Brevard public charter schools shall receive the designated program allocation and participating private schools shall be recipients of equitable services. Note that the

currently approved DOE620 for Brevard Public Schools and General Assurances for Participation in State and Federal Programs are on file with FDOE and no changes exist.

### **Budget Narrative**

Brevard Public Schools' allocation of \$110,939.76 shall cover costs for approved program purchases, including the specified allocation to each charter school and the provision of equitable services for private schools electing to participate. As outlined on the DOE101S, the budget costs are requested for:

	<b>Description</b>	<b>Amount</b>
Brevard Public Schools	LEA allocation for approved items on the <i>K-12 Civic Literacy Booklist Prioritization Chart</i> and <i>Florida's B.E.S.T. Standards: ELA K-12 Civic Reading List</i> .	\$94,322.39
Brevard Public Charter Schools	Charter school allocation for approved items on the <i>K-12 Civic Literacy Booklist Prioritization Chart</i> (12 charter schools)	\$12,324.00
Private Schools	Private school allocation for purchase of approved items on the <i>K-12 Civic Literacy Booklist Prioritization Chart</i> (16 participating schools)	\$4,293.37
<b>Total Allocation</b>		<b>\$110,939.76</b>

### **General Education Provisions Act (GEPA):**

It is not anticipated that the proposed K-12 Civic Literacy Booklist Program will impede equitable access or participation by gender, race, national origin, color, or disability. Rather, the program design encourages equity through its focus on supporting civic literacy for all K-12 students. The School Board of Brevard County, Florida does not discriminate on the basis of race, religion, color, national origin, gender, age, disability or marital status in its educational programs, services or activities, or in its hiring or employment practices. Sexual harassment is a form of employee misconduct, which undermines the integrity of the employment relationship, and is prohibited. This policy shall apply to recruitment, employment, transfers, compensation, and other terms and conditions of employment. A student or employee having a grievance concerning discrimination may contact Mark W. Mullins, Ed.D., Superintendent of Brevard Public Schools. Brevard Public Schools provides routine assistance to students and families with language and/or literacy barriers by providing translated materials, interpreters, and assistance with reading.